



# GET ALARMED KANSAS

FREE SMOKE ALARM INSTALLATION PROGRAM



## Installation Handbook for Participating Kansas Fire Departments

Rev. 4/24/17

## FROM THE FIRE MARSHAL

First of all, thank you for caring enough about the safety of your local citizens that you not only stand at-the-ready to respond when the bell sounds, but to proactively engage in ensuring that families are protected with working smoke alarms before tragedy strikes.



The goal of **Get Alarmed Kansas** is to provide installed smoke alarms FREE to any Kansas homeowner who needs one. We want EVERY Kansan protected by working smoke alarms.

This handbook should provide you with much of the information you need to be successful as you partner with us in achieving this mission. If you have any questions whatsoever, please feel free to contact our office.

A handwritten signature in black ink, appearing to read 'Doug Jorgensen', with a long, sweeping horizontal line extending to the right.

Doug Jorgensen

## GOAL

To provide smoke alarms and their installation (free of charge) to Kansas homeowners.

OSFM will support fire departments and volunteers across the state with the installation and education of long- life sealed lithium battery powered smoke alarms. Regardless of income, race, or demographics we will work together to cover as much of the state as possible.

## RESTRICTIONS

***OSFM and its partners in the program cannot give away smoke alarms or hand them out.*** Many who receive them forget to install them, or take the batteries out for another use and forget to replace them. Fire Departments, organizations and volunteers who wish to participate will sign a waiver indicating the number of smoke detectors they have requested and ensuring us that they will be installed properly.

- Our office will document and track where the alarms are being placed and type of resident home for statistical purposes.
- Anyone is eligible to receive an alarm at no cost; however, they must either have **NO** alarm present, **NO** working alarm or have a manufacturer date that is **10** years old or more.
- The recipient will need to provide the installer with an address and telephone of their home. The installer will then make arrangements to get the alarm installed.
- We are not able to replace an alarm for one that is already in working order.
- OSFM or participating Fire Departments will not supply the owners of rentals with our alarms. “Under the Kansas statute, The Smoke Detector Act, 31-162 the owner of a structure shall supply and install all required smoke detectors.” Our alarms are not for homeowners to provide to their renters. They will need to get them from another source.
- OSFM or participating Fire Departments will not hand out any alarms. We will only make arrangements to install them in homes. You cannot have someone come to pick them up. You will need to schedule a time and date of when you can come to their residence to do the installation.



## ACKNOWLEDGEMENT

Please know that we will do our best to supply you with as many alarms as possible. We have to cover as much of the state as we can with what we have available. We hope to target areas with residences that consist of children and the elderly since these are two categories most affected by fire related deaths. Rural and volunteer departments are encouraged to participate. Thank you for all your hard work and dedication to help save the lives of Kansans.

## WHO CAN INSTALL ALARMS?



It will be left up to the department, organization, etc. who you choose to install the alarm. They do not have to be firefighters or electricians. They can be members of your local organizations, churches, clubs, or public safety figures. The installers must be willing to obtain the appropriate paperwork needed and represent the state and local organization in a professional manner. Installers will be responsible for providing fire safety education to residents so they will need to communicate effectively.

You should make sure your installer is able to stand on a ladder, work a screwdriver, identify the correct alarm placement and be able to explain to the resident how the detector works and why. Also, discuss fire safety with the resident, especially if children and elderly live in the home.

*Fire Safety Education for residents include:*

- *How the smoke alarm works*
- *How to test and maintain alarm*
- *What to do if it sounds*
- *Have a fire escape plan*
- *Identify two exits*
- *How to practice drills*

*Consider contacting:*

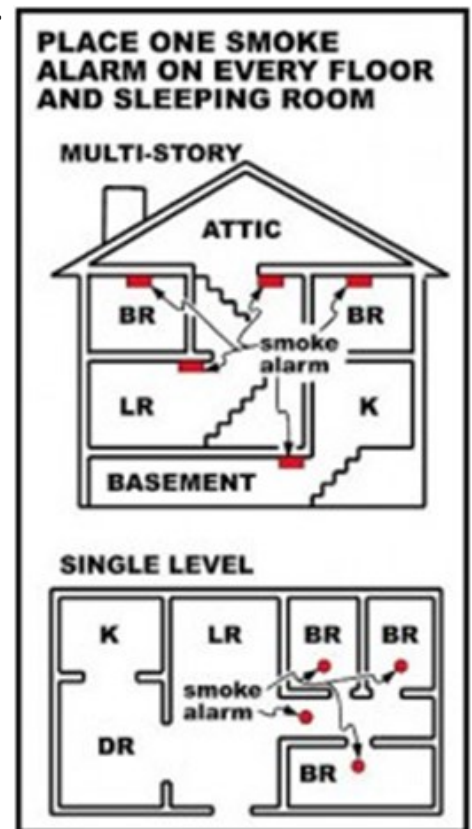
- *Schools*
- *Churches*
- *Service Clubs*
- *Health Departments*
- *Civic Organizations*



## INSTALLATION CHECKLIST



- ☐ Contact the resident and let them know when you will be arriving.
- ☐ Introduce yourself and explain why you are there.
- ☐ Provide release of liability form.
- ☐ Show the smoke alarm to the resident. Let them look at it and hold it.
- ☐ Identify the locations where they will be placed.
- ☐ Write the date of installation on the back of the alarm.
- ☐ Install alarm.
- ☐ Clean up any mess made, vacuum, sweep, etc.
- ☐ Explain and show how it works.
- ☐ Show how to test it.
- ☐ Discuss fire safety (escape plan, etc.)
- ☐ Verify local fire department information.
- ☐ Leave your name & phone number in case of questions or concerns.
- ☐ Return Installation & Liability form to [kelly.ingold@ks.gov](mailto:kelly.ingold@ks.gov).



**GET ALARMED  
KANSAS**

## INSTALLATION TOOLKIT



The following is a list of tools that you will need to install the smoke detectors.

- ☐ Step ladder
- ☐ Flat-head & Phillips-head screwdrivers
- ☐ Drill
- ☐ Assortment of screws
- ☐ Permanent marker
- ☐ Paperwork
  - o Liability form
  - o Installation form

In addition to these items, you should also:

- ☐ Have their local fire dept. contact information
- ☐ Provide resident with brochures and prevention info.
- ☐ Educate resident on smoke alarm being installed



## FREQUENTLY ASKED QUESTIONS



**Q- I would like to hand out your smoke alarms at a booth our department is attending, is this acceptable?**

*No, any smoke alarms that are requested from our office will need to be installed in the home of the requestor.*

**Q- I have three smoke alarms in my home but only one of them works properly, can I get two more installed?**

*Yes, OSFM will supply new smoke alarms to replace non-working ones.*

**Q- How many smoke alarms can a Fire Department request?**

*We will try and send you as many as you can install. If that is not possible, we will keep your information on file so that when other alarms become available we can provide you with more. This is an ongoing program.*

**Q- Can the Fire Department request more smoke alarms than needed to have on hand?**

*Yes, as long as you are working in your community to see who needs them. If they are not installed within six months we may ask for you to give them to another department who has a need for them.*

**Q- How will the smoke alarms be delivered to us?**

*In order to keep costs down, we will send them with one of our inspectors to you or send them by mail. Many of us in the office travel around the state and we will do our best to make sure they get to you in a timely manner.*

**Q- I own an apartment complex, am I eligible to receive smoke alarms for my tenants?**

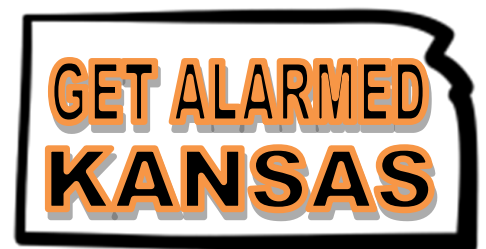
*No, as an owner under the Kansas Statute 31-162 you must supply and install smoke alarms for your tenants. Our program is only for home owners.*





## ADDITIONAL RESOURCES & INFORMATION

- NFPA- [www.nfpa.org/research/reports-and-statistics/fire-safety-equipment/smoke-alarms-in-us-home-fires](http://www.nfpa.org/research/reports-and-statistics/fire-safety-equipment/smoke-alarms-in-us-home-fires)
- Kidde- [www.kidde.com/SafetyMadeSimple/Pages/FireFYIHome.aspx](http://www.kidde.com/SafetyMadeSimple/Pages/FireFYIHome.aspx)
- Simplex Grinnell- [www.simplexgrinnell.com/ENUS/SOLUTIONS/FIREDETECTIONANDALARM/Pages/fire-detection-fire-alarm-simplexgrinnell.aspx](http://www.simplexgrinnell.com/ENUS/SOLUTIONS/FIREDETECTIONANDALARM/Pages/fire-detection-fire-alarm-simplexgrinnell.aspx)
- FEMA- [www.usfa.fema.gov/campaigns/smokealarms/alarms/index.shtm](http://www.usfa.fema.gov/campaigns/smokealarms/alarms/index.shtm)
- Safe Kids- [www.safekids.org/fire](http://www.safekids.org/fire)
- Burn Institute- [www.burninstitute.org/fire-and-burn-prevention/fire-safe-kids](http://www.burninstitute.org/fire-and-burn-prevention/fire-safe-kids)
- Life Safe- [www.live-safe.org/tips/](http://www.live-safe.org/tips/)
- American Burn Association- [www.ameriburn.org/](http://www.ameriburn.org/)
- Centers for Disease Control and Prevention- [www.cdc.gov/HomeandRecreationalSafety/Fire-Prevention/fires-factsheet.htm](http://www.cdc.gov/HomeandRecreationalSafety/Fire-Prevention/fires-factsheet.htm)





THANK YOU TO OUR SUPPORTING PARTNERS!

**THANK  
YOU**



**AND**  
**Participating Kansas**  
**Fire Departments**